



ZNS8022

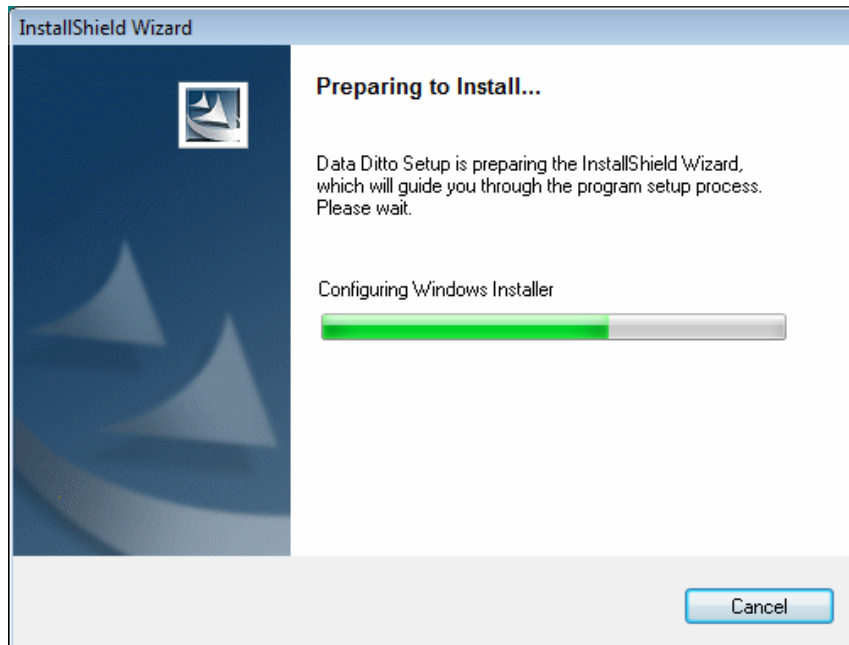
One-Touch USB 2.5" SATA Enclosure



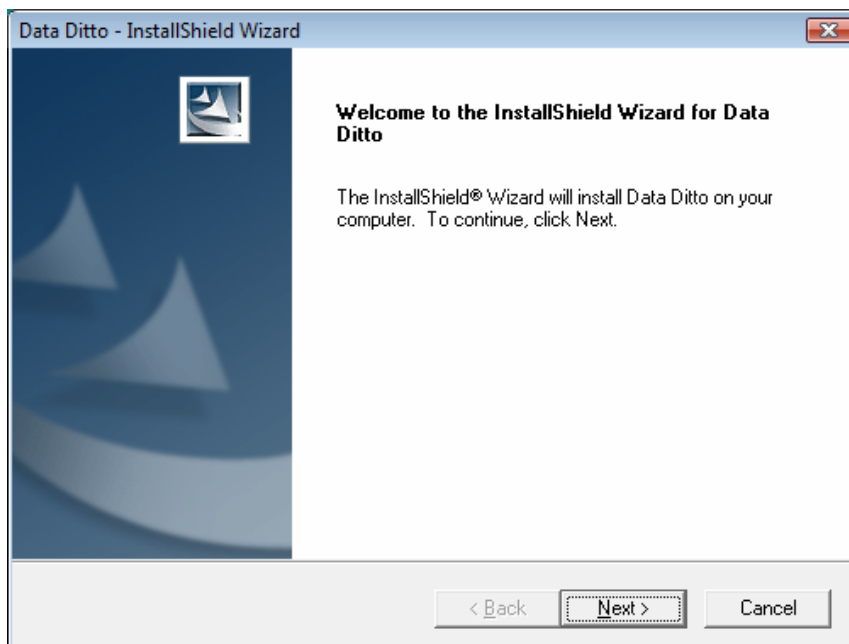
SOFTWARE USER MANUAL

How to install the software of ZNS8022

1. Please connect ZNS8022 to your PC after finished assembly.
2. Insert Installation CD to your CD-ROM drive and initiate the auto-run program. The wizard will run and install all necessary files to your PC automatically.

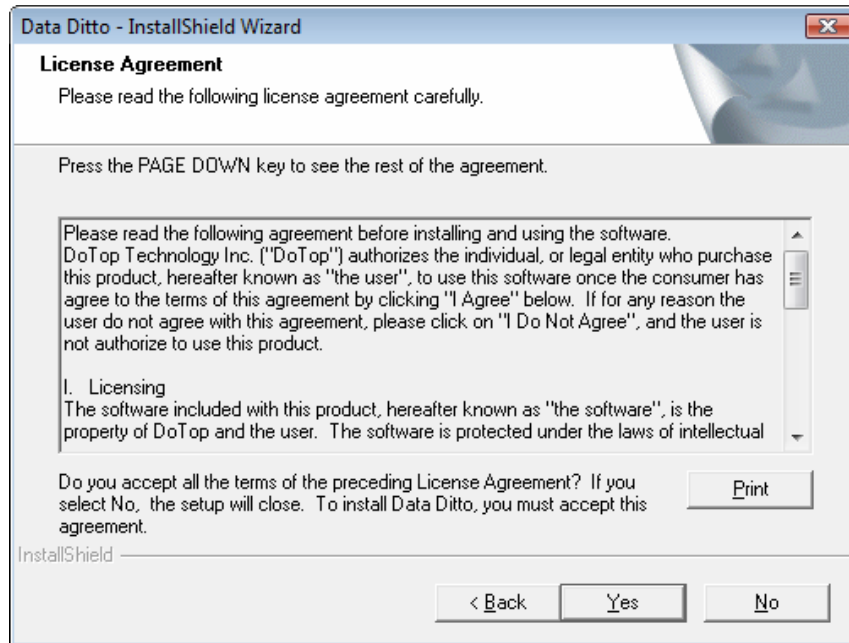


3. Click **Next** to continue.

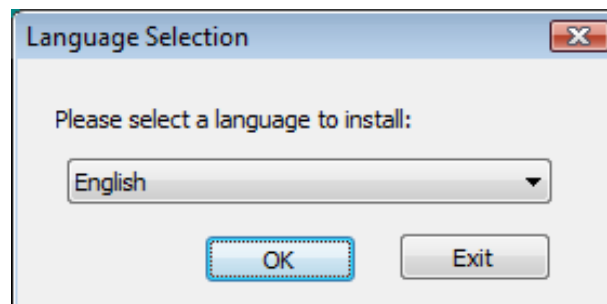


How to install the software of ZNS8022

- Click **YES** to accept the License Agreement. Or click **No** to cancel the installation.

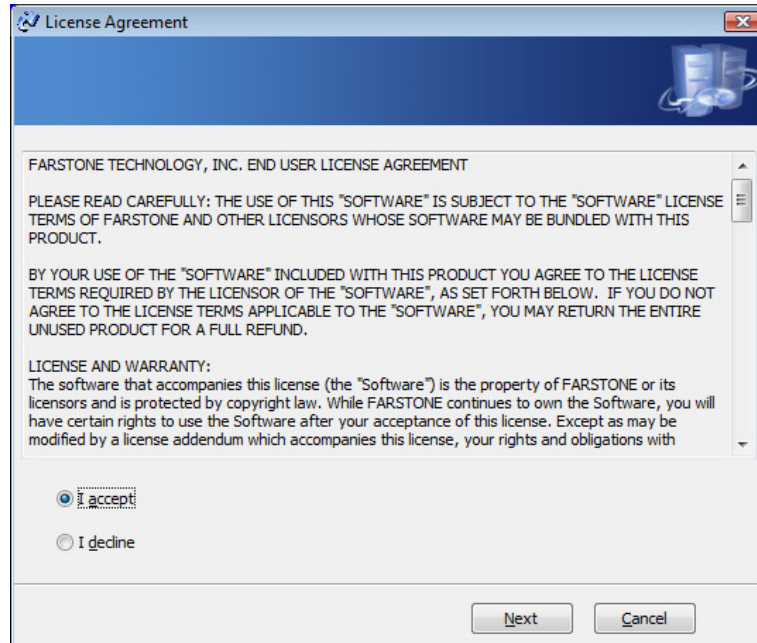


- Select a language to install then click **OK** to continue.

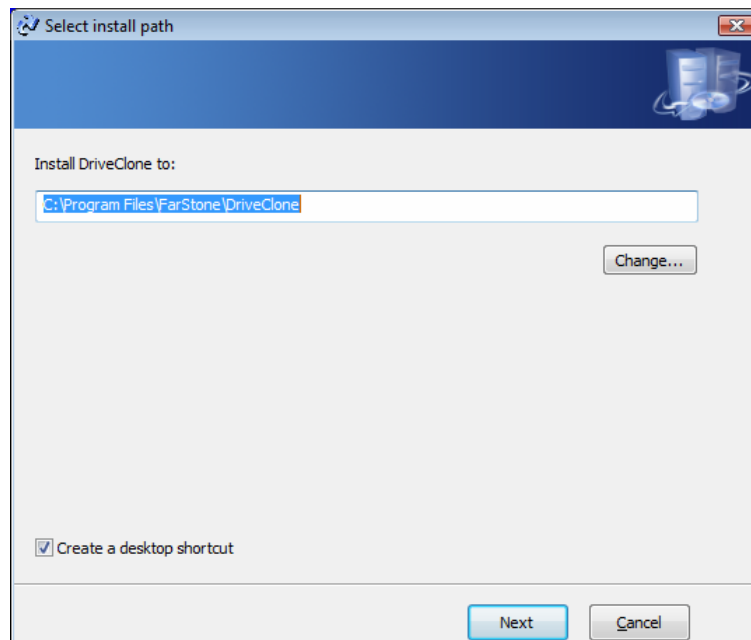


How to install the software of ZNS8022

6. Select **I accept** then click **Next**

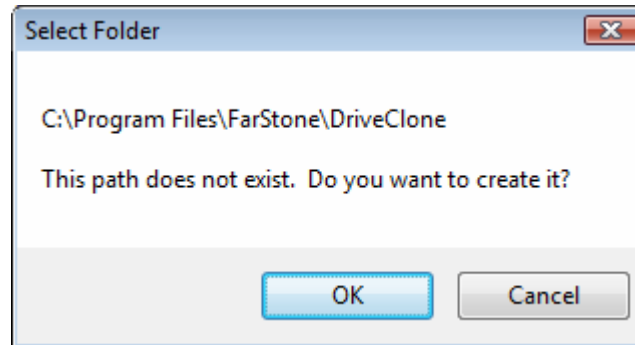


7. Select the path to install DriveClone then click **Next**.

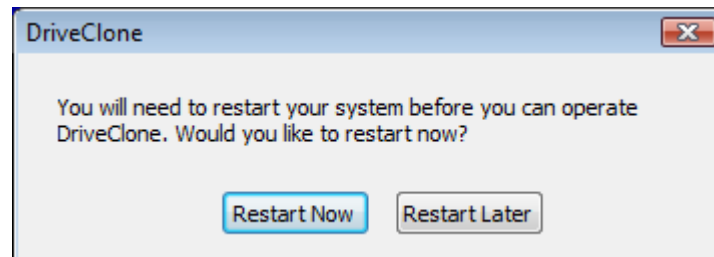


How to install the software of ZNS8022

8. Click **OK** to continue the installation process.



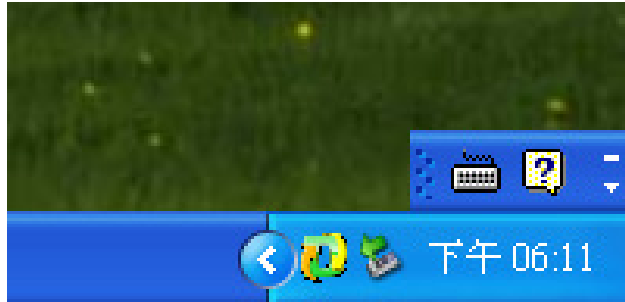
9. Click **Restart Now** and you can operate ZNS8022 after restarting the PC.



How to start the software

For Windows XP

After restarting system from finishing software installation, the software will auto start and you will find a icon appear in tray bar as below:



For Windows Vista

After restarting system from finishing software installation, you will find a shortcut on the desktop as below.

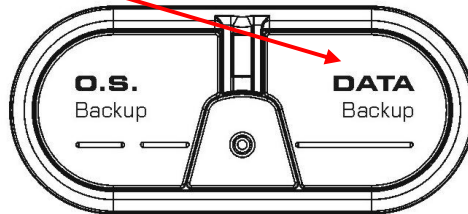
Double-click it to start the software.



How to operate the software

- **Data Backup Function Key**

Press the **DATA BACKUP** button to enter FILES BACKUP SHEET.



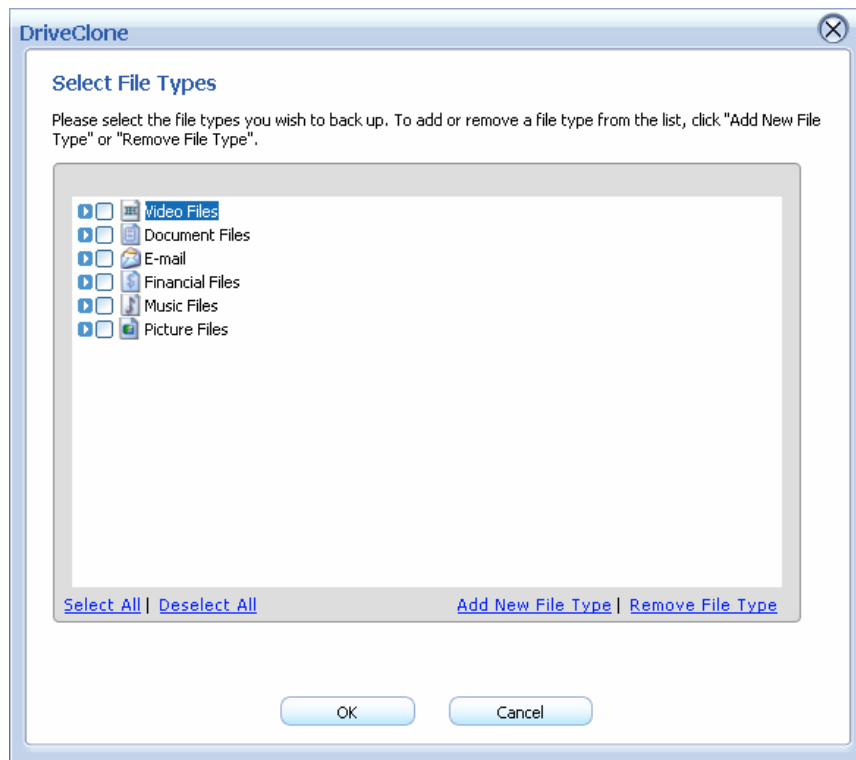
1. You can create a new full file backup or select **Incremental File Backup** box to select a former job and create incremental file backup.

*NOTE: If you select **Incremental File Backup**, you can choose to examine the detail information of all created backup jobs, modify the time and date to run scheduled Incremental File Backup, click **Back Up Now** to run Incremental File Backup immediately, or delete the job that is no longer required (Refer to **Schedule of File Backup** for details).*

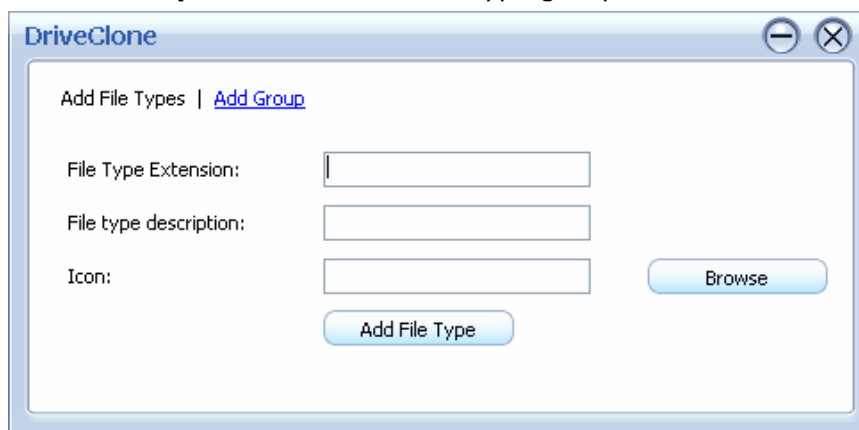
2. Enter a name for your new job.
3. Select the file(s) you want to back up. You can also click **Add Files/Folders** or **Add File Types** to add file type, folder or individual file to back up according to your needs. Click **Next** to continue. You can set the maximum number of backup versions you want to back up in this step. ZNS8022 will always store a fixed number of the most recent backup versions you set.

- **Add Files/Folders:** Click to select the files or folders you want to add from Windows Explorer.
- **Add File Types:** Click to enter **Select File Types** interface as below.

How to operate the software



- a. **Add New File Type:** Click to add new file type(s) into the file type group you select. You will also need to enter the **File Type Extension** and **File type description**. Click **Browse** to add file type icon. Click **Add Group** to create a new file type group.



- b. **Remove File Type:** Click to delete the file type you don't want to back up.

4. Select a location on a hard drive, USB storage medium, or a network location to store the backup file. Click **Next** to continue.

How to operate the software

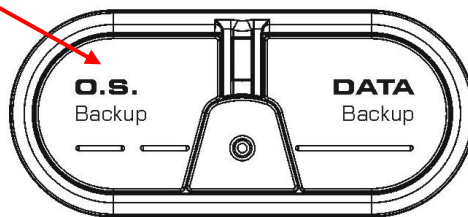
5. You can now review the information and settings that have been specified. After reviewing your selections, click **Start Backup** to start backing up the file(s). You can also click **Previous** to modify your selections.

NOTE: Some files may not be able to be copied because they are in use by other applications. It is recommended that you close all applications and files you want to back up prior to start the backup job.

6. Click **Schedule Incremental Backup** to specify your preferred **Schedule Settings**. You can choose to repeat the backup operation at a certain time of the day. The shortest time interval is 1 day. The longest time interval is 7 days. You can also view details of your backup, run System Snapshot, or delete a backup (Refer to **Schedule of File Backup** for details).

● OS Backup Function Key

Press the **O.S. BACKUP** button to enter BACKUP SHEET.



1. You can create a new complete backup or update the existing backup by selecting **Incremental Backup**. By selecting **Incremental Backup**, you can choose to view the detail of the backup file, modify the schedule to create an incremental backup, start the incremental backup immediately, or delete the selected job. (Refer to **Schedule of Back Up My Computer** for details).
2. Enter a name (1-50 characters) for your new complete backup file. Click **Get Started** to continue.
3. Select the hard drive and partition(s) you want to back up, or image.

How to operate the software

NOTE:

- *If there is only one hard drive installed in the PC, you can skip selecting the partition(s) you would like to protect.*
- *If there is more than one hard drive, you can choose to back up any partition(s) of any hard drive(s).*
- *You can select to image one or more partitions from a hard drive simultaneously. If you prefer to back up the entire hard drive, select a source hard drive instead of partitions.*

4. Select a destination location on a hard drive, USB storage medium, or a network location to store the image file.

NOTE:

- *If you want to store the image on a network location, you can select the location through Windows and My Network Places directly.*
- *If you have a CD/DVD writer (USB recorders are supported), you can burn the image onto a blank CD/DVD. The CD/DVD burned by ZNS8022 can be used as a Recovery CD/DVD.*
- *If you select a location on the network, you may be prompted to provide a username and password. If your system does not respond when you try to save disk image to a network location, please contact your network administrator to check your connection status or access privileges.*
- *If you choose to store the complete backup on a location of the hard drive where the operating system is installed, System Snapshot will be disabled. You can enable System Snapshot after you finish complete backup.*

5. Click **Next** to select a compression method between None, Medium and High. Compressed images will save disk space, however will take more time during image creation and data recovery.

OPTION:

- *You can select Enable password protection to password protect your image files. Once a password is set, it will be required when you attempt to use the image file.*
- *In the Image Splitting option, select a file size for a single volume of the split image. If you select automatic, ZNS8022 will automatically split the image according to the file system type of the destination partition.*

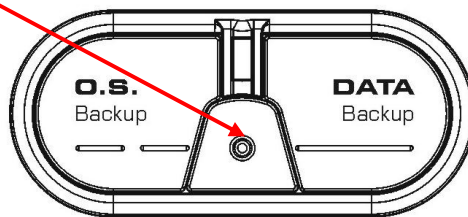
How to operate the software

- If you want to verify whether the backup file is usable, you can select the box **Check the data integrity of the image file when backup is complete.**

6. You can add description of the backup file in the Image File Description box.
7. You can now review the information and settings that have been specified. After reviewing your selections, click **Start Backup** to begin copying data into an image.
You can also click **Previous** to modify your selections.
Click **Start Backup** to start the backup process. If the system is busy, and ZNS8022 can not start the backup process successfully, ZNS8022 will try to back up again automatically.
8. Click **Schedule Incremental Backup** to specify **Schedule Settings**. By doing so, you can choose to repeat the update the image at a certain time of the day based on pre-set time interval. The shortest time interval is 1 day. The longest time interval is 7 days. You can also view detail of your backup, run Incremental Backup or delete the backup. (Refer to **Schedule of Back Up My Computer** for details)

● **RESTORE Function Key**

Press the **RESTORE** button to enter RESTORE SHEET.



a. Restore My Computer

To restore a partition or the entire hard drive, please follow the steps below:

NOTE: There must have enough free disk space on the destination partition to hold the data that will be restored from the image file.

1. Start ZNS8022 and select **Restore** and then click **Restore My Computer**.
2. Select a Complete backup job from the list or click **Browse** to select a complete backup job that is not listed in the dropdown list. Click **Next** to continue.

How to operate the software

NOTE: If you want to select an image file which is stored on the network, you may be prompted to provide username and password to access the network stored image file.

3. You can restore from the complete backup point plus any incremental back up files. Click **Next** to continue.
4. Select a partition or an entire hard drive to restore. Click **Next** to continue.
5. Select a destination partition or unallocated space to restore the image file. Click **Start Restore** to continue.

NOTE: An image file may contain backup data of more than one partition. You can select and restore only one partition at a time.

If you want to restore the entire hard drive, click the drive entry only.

6. Click **OK** to begin the restoration process. Or click **Cancel** to return to Main Console.
7. Click **Finish** to complete the restoration process.

b. Restore Files

To restore file(s), please follow the steps below:

1. Select **Restore** and then click **Restore Files**.
2. Select a backup image file you want from the drop down list. You can also click **Browse** to select it from another location on your computer. Click **Get Started** to continue.
3. Select the file you want to restore. In the selection area, all of the backed up files with all available versions are listed in a standard Windows folder structure. Check the file(s) you want to restore. If backup data is stored on CD/DVDs, please have all of the necessary discs before the restoration. If backup data is stored on multiple discs, insert the last volume discs first. Please then follow the on-screen instructions.

How to operate the software

Under **Restore files to** option, select a location to save the restored files:

- If **New folder on my desktop** is selected, the restored files will be saved in a new folder on your desktop, with the original folder hierarchy preserved as it was backed up previously.
- If **Original location** is selected, the restored files will be saved in their original locations. The files in this location will be replaced by the back up files. It is recommended that you back up this location prior to restore.

NOTE: If several versions of a file are selected, the files will be restored to the same place with the version number appended to the file name.

- If **Another folder** is selected, click **Choose a folder** to specify a folder on your local hard drive to contain the restored files. The restored files will be kept in their original folder hierarchy.

4. Click **Start Restore** to continue.
5. Click **OK** to begin the restoration process. Or click **Cancel** to exit.
6. Click **Return to Main Console** to complete the process.

c. Preview Backup Image

To restore an individual file or folder:

1. Click **Preview Backup Image** directly on the main interface of Restore.
2. Select an image you want to preview and click **Next** or click **Browse** to select an image that is not listed in the dropdown choice. Click **Next** to continue.
3. Select a complete backup point or an incremental backup point and click **Next**.
4. Select the partition you want to preview and click **Mount** to begin previewing the image.
5. You can now browse and copy data on the preview drive in Windows Explorer.

How to operate the software

d. un-mount all preview partitions

After you have finished restoring an individual file or folder, you can un-mount the preview partition.

1. Click **Tools** and then select **Close Preview Drives** or click **Close Preview Drives** on the interface of Quick Start.
2. Click **OK** to begin the process.

● Other Function

a. Clone

With ZNS8022, you can clone (duplicate) a partition or hard drive to another without any lost or altered data.

a-1. Clone Drive

Clone Drive duplicates one hard drive to another. It eliminates the need to re-install the operating system, drivers and applications, and enables you to upgrade a new hard drive with only mouse clicks.

NOTE:

- *To use this function, you need to have at least two hard drives on your PC*
- *The target hard drive should have enough space to store the data of the source hard drive*

1. Select **Clone** and then click **Clone Drive**.
2. Select the Source Disk (top pane) and then the Destination Disk (bottom pane). You can choose to modify the Destination Partition Size automatically or manually by selecting **Modify the destination partition size**. You can also choose not to modify the Destination Partition Size by selecting **Keep the partition size of the destination drive the same as the source drive**. Click **Next** to continue.

NOTE: If you select **Keep the partition size of Destination Hard Drive the same as the Source Hard Drive**, please skip to step 4.

If the Hard Drive you want to clone is going to boot your system, for best result, please select **Keep the partition size of Destination Hard Drive the same as the Source Hard Drive**.

How to operate the software

3. You can alter the Destination Partition size by double-clicking the entry of Destination Partition and change the size in a popup dialog box. Click **Next** to continue.
4. After confirming your selections, click **Start Clone** to begin the cloning process or you can click **Previous** to change your settings. You can start the clone process by clicking **Start Clone**. If the system is busy, Data Ditto will try to clone again automatically.
5. Click **Finish** to complete the process.

a-2. Clone Partition

With ZNS8022, you can copy data from the source partition into the destination partition.

1. Select **Clone** and then click **Clone Partition**.
2. Select the Source Hard Drive, and then select a Source Partition (top pane).

NOTE:

- *If there is only one hard drive installed in a PC you can skip the drive selection step and proceed to selecting a partition.*
- *You can only choose one partition at a time.*
- *The Source Partition and the Destination Partition cannot be the same.*

3. Select the Destination Hard Drive, and then select Destination Partition (bottom pane). Click **Next** to continue.

NOTE: The selected destination partition must have enough space to hold the data of the source partition.

4. After confirming your selections, click **Start Clone** to start the duplicating process or you can click **Previous** to change your selections. You can start the cloning process by clicking **Start Clone**. If the system is busy, ZNS8022 will try to clone again automatically.
5. Click **Finish** to complete the process.

How to operate the software

b. Recovery CD/ DVD

A Recovery CD/DVD is a disc containing backup data. It allows end users to restore backed up partition(s) or entire drives from these CD/DVDs

b-1. Create a Recovery CD/DVD

1. Start ZNS8022. Select **Back Up** and then click **Back Up My Computer**.
2. Enter a name (1-50 characters) for your Backup file. Click **Get Started** to continue.
3. Select the Source Hard Drive, and then select the Source Partition(s) to be backed up. Click **Next** to continue.

NOTE:

- *If there is only one hard drive installed in a computer, you can skip selecting the partition(s) you would like to protect.*
 - *If there is more than one hard drive, you can choose to back up any partition(s) of any hard drive(s).*
 - *You can select to image one or more partitions from a hard drive simultaneously. If you prefer to back up the entire hard drive, select a source hard drive instead of partitions*
4. Click on **My Computer** and select your CD/DVD Drive. Click **Next** to continue.
 5. Click **Next** to select a compression method between None, Medium and High. Compressed images will save disk space, however will take more time during image creation and data recovery.

Optional:

- *You can select **Enable password protection** to set a password to access your image files. Once a password is set, you will be prompt for password when you attempt to use the image file.*
- In the Image Splitting option, select a file size for a single volume of the split image. If you select automatic, ZNS8022 will automatically split the image according to the file system type of the destination partition.*

How to operate the software

- *If you want to verify whether the backup file is valid, you can select the box **Check the data integrity of the image file when backup is complete**.*

6. Add description of the backup file in the Image File Description box.
7. Review the information and settings that have been specified. Click **Start Backup** to begin copying data into an image or click **Previous** to modify your selections. You can complete the backup by clicking **Start Backup**. If the system is busy, ZNS8022 will try to back up again automatically.

NOTE:

- *If the size of the backup data exceeds the writable disc capacity, ZNS8022 will automatically split the image into several volumes and burn onto different discs. It will prompt you to insert another disc when needed.*
- *If there are some data on the disc, you will be asked whether you wish to erase the disc. If you want to continue, click **Erase**. Click **Change** to insert another blank CD/DVD, or click **Cancel** to stop burning.*

b-2. Restoring from a Recovery CD/DVD

1. Insert the Recovery CD/DVD and select **Restore** and then click **Restore My Computer**.
2. Click **Browse** to select the restore point from the CD/DVD.
3. Select a partition or an entire hard drive to restore.
4. Select a destination partition or unallocated space to restore the image file. Click **Next** to begin the process.

Note: An image file may contain backup data of more than one partition. You can select and restore one or more partitions at a time.

If you want to restore the entire hard drive, click the drive entry only.

5. Click **OK** to begin restoration process. Or click **Cancel** to return to Main Console.

How to operate the software

You can also restore the partition or hard drive directly through CD/DVD Rom.

1. Restart your computer and enter BIOS. Set CD/DVD ROM to be the first bootable device.
2. Insert the Recovery CD/DVD and start up the computer. The system will enter the Pre-OS mode.
3. Click **OK** to continue. Click **Cancel** to exit and restart your computer.
4. Enter your serial number and click **OK** to begin restoration.
5. Click **OK** to complete the process and restart your computer.

c. Start-up Disc

c-1. Create Start-up Disc

1. Click **Start-up Disc** to start creating the start-up disc
2. Insert a blank CD into your CD/DVD Drive and click **Get Started** to continue
3. Click **Finish** to return to Main Console

c-2. Use Start-up Disc

1. Insert the Start-up Disc and restart your PC, and then enter BIOS to set the CD/DVD ROM as the first boot device.
2. After entering ZNS8022 Pre-OS Console, you can then modify your network settings, check image integrity and restore drives.

How to operate the software

d. Main Console

d-1. Quick Start

1. **Files Backup** - Start automatically or manually save copies of select files or folders on your hard drive.
2. **Back Up My Computer** - Back up your entire system.
3. **Clone Drive** - Create a 1:1 copy of your hard drive. More than one hard drive will need to exist in the system for this functionality to work.
4. **View File Versions** - View the file versions you have created and select a backup file to restore.
5. **Update My Disk Image** - Modify the pre-set backup schedule setting.
6. **Close Preview Drives** - Close all the previewed drives with Complete Backup image.

d-2. Schedule

1. **Schedule of Back Up My Computer** - You must first create a complete backup of your system prior to see the following functionalities.
 - 1-1. **Detail** - View detailed information about the backup jobs you have created, including its description, source, destination and schedule setting.
 - 1-2. **Edit Schedule** - Specify the frequency to back up additional changes since the last back up. You can choose to run the backup every 1-7 day(s). If you wish to automatically run the scheduled backup job when the system starts up after you miss the scheduled time of backup, check the **Execute Schedule Job while starting system after miss schedule box**.
 - 1-3. **Back Up Now** - Start to back up the incremental changes immediately.
 - 1-4. **Delete** - Delete the selected jobs.

How to operate the software

Note: Schedule Definition of Back Up My Computer

1. *Back up files will be created according to the pre-set backup schedule.*
2. *If the system is busy, Data Ditto will not able to run the scheduled backup job. Data Ditto will try it again automatically.*
3. *If you turn off your computer before reaching the scheduled backup time and you have selected Execute Schedule Job while starting system after miss schedule, Data Ditto will start the backup process as soon as you turn on your computer. If you have not selected Execute Schedule Job while starting system after miss schedule, Data Ditto will start the backup process at the next scheduled backup time.*
4. *If you changed the time of your operating system and the time you changed is later than the scheduled backup time, Data Ditto will start the back up process. If the time you changed is earlier than the scheduled backup time, Data Ditto will start the back up process according to the pre-set schedule*

2. **Schedule of File Backup**

- 2-1. **Detail** - View the detailed information about the backup jobs you have created, including its description, source, destination and schedule setting.
- 2-2. **Edit Schedule** - Specify your preferred **Schedule Settings** of the backup job you have created.
- 2-3. **Add Files** - Add files, folders or file types to your file backup list. Refer to **File Backup** for more details.
- 2-4. **Back Up Now** - Backup the selected job immediately
- 2-5. **Delete** - Delete the selected job.

Note: Schedule Definition of Back Up Files

1. *If you changed the time of your operating system and the time you changed is later than the scheduled backup time, ZNS8022 will start the backup process 10 minutes from the current time. If the time you changed is earlier than the scheduled backup time, ZNS8022 will start the backup process according to the pre-set schedule set.*
2. *If your system is turned off during your scheduled backup time, ZNS8022 will start the backup process immediately after you start the system.*

How to operate the software

3. *If your system is busy, ZNS8022 will not be able to start the backup process. ZNS8022 will start the backup process again automatically 5 minutes later.*
4. *Following files will not be backed up.*
 - a. *Files in Recycle Bin*
 - b. *Files in System Volume Information directory, pagefile.sys and files in _\$temp directory*
 - c. *Hiberfil.sys*
 - d. *Files with the extension named with **rit** and **tmp***
 - e. *Temporary files of Word*
 - f. *Files in Data Ditto 3 Pro's Setup folder*
 - g. *Files in Backup Destination directory of the current running backup job*
 - h. *Files in the Temp directory*

d-3. View Logs

This feature records all events of ZNS8022, including warnings, errors and operations.

Delete - Delete the selected events.

Delete All - Delete all the saved events.

Save - Save the event record